

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held in the Boardroom Alwyndor 52 Dunrobin Road Hove or via Audio-visual telecommunications on Thursday 25 July 2024 at 6.30pm.

PRESENT

Elected Members

Councillor Susan Lonie (Teams)
Councillor Robert Snewin (Teams)

Independent Members

Mr Kim Cheater- Chair
Ms Julie Bonnici (Teams)
Ms Joanne Cottle
Prof Lorraine Sheppard
Ms Trudy Sutton (Teams)

Staff

Chief Executive Officer – Mr Roberto Bria
General Manager Alwyndor – Ms Beth Davidson-Park
Manager, Community Connections – Ms Molly Salt
Manager, Residential Services – Ms Natasha Stone
Chief Financial Officer– Mr Rafa Mirzaev
Manager, People and Culture, Ms Lisa Hall
Executive Assistant – Ms Bronwyn Taylor

Guest

Ms Anne Barclay, Team Leader Therapy & Wellness
Mr David Gunter, akto

1. OPENING

The Chairperson declared the meeting opened at 6.30pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Chair stated:

We acknowledge the Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. APOLOGIES

- 3.1 For Absence
Prof Judy Searle
- 3.2 Leave of Absence
nil

4. DECLARATION OF INTEREST

Committee members were reminded to declare any interest before each item.
Attachment 1 Register of Interests

5. CONFIRMATION OF MINUTES**Motion**

That the Public and Confidential minutes of the Alwyndor Management Committee held on 30 May 2024 be taken as read and confirmed.

Moved by Ms Joanne Cottle, Seconded by Cr Susan Lonie

Carried

6. REVIEW OF ACTION ITEMS**6.1 Action Items**

Action 71 the WHS plan being presented this evening with final presented to AMC at September meeting.

6.2 Annual Work Plan

Noted

The Chair sought and received the approval of the Committee to move the General Manager Confidential Report Item 8.1 to be considered as the first item of business and that items 8.1.3 '*HRIS procurement assessment, and implementation*' and 8.1.8 '*Presentation on the Therapy and Wellness business area*' be considered in that order.

8. GENERAL MANAGER REPORT – CONFIDENTIAL**8.1 General Manager Report – Confidential (Report No: 15/24)****Exclusion of the Public – Section 90(3)(d) Order**

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Reports and Attachments to Report No: 15/24 in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 15/24 on the following grounds:
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.
3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved by Cr Susan Lonie, Seconded by Ms Julie Bonnici

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

9. That having considered Agenda Item 8.1 General Manager's Report (Report No: 15/24) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 3 years and that this order be reviewed every 12 months.

Moved by Ms Joanne Cottle, Seconded by Cr Robert Snewin

Carried

7. GENERAL MANAGER REPORT**7.1 General Manager Report (Report No: 14/24)****7.1.1 – Residential Gym Fundraiser**

The General Manager updated on the promotion of the fundraiser including emails to next of kin and relevant stakeholders as well as Facebook posts, website, newsletter and flyers. Staff have also held casual Fridays and raised funds. To date have raised just under \$1,000.

7.1.1 – Alwyndor Management Committee member recruitment

The Chair provided an update on the recent recruitment process for a new member to join AMC with the departure of Jule Bonnici.

Of the applicants, three candidates were selected for interviews, and one candidate is recommended for appointment. The recommended applicant has accepted the nomination and a report for appointment will be considered by Council on 13 August 2024.

Motion:

That the Alwyndor Management Committee:

- 1. Note the update on the Residential Gym Fundraiser.**
- 2. Note the update on the AMC member recruitment.**

Moved by Cr Susan Lonie, Seconded by Prof Lorriane Sheppard

Carried

8.2 Quarterly Finance Report – Confidential (Report No:16/24)**Exclusion of the Public – Section 90(3)(d) Order**

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from**

attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Reports and Attachments to Report No: 16/24 in confidence.

2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 16/24 on the following grounds:

- d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved by Ms Joanne Cottle, Seconded by ...Ms Trudy Sutton

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

4. That having considered Agenda Item 8.2 Quarterly Finance Report (Report No:16/24) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 3 years and that this order be reviewed every 12 months.

Moved by Cr Susan Lonie, Seconded by Ms Joanne Cottle

Carried

9. OTHER BUSINESS – Subject to the leave of the meeting

9.1 Support at Home pricing

The General Manager advised that there is a Program Assurance Review – Pricing Transparency on My Aged Care in of Support at Home being undertaken by the Federal Government in the week commencing 29 July 2024.

9.2 Appointment of Deputy Chair

The Chair advised that with the departure of Ms Julie Bonnici, a new Deputy Chair will need to be appointed. This will be actioned at the next meeting in September.

Action: The Chair will seek nominations for consideration and nomination at the September AMC meeting.

9.3 The CEO CoHB final meeting

The Committee had been advised that Roberto Bria CEO CoHB has resigned and that this meeting would be his last. His work and support of AMC was acknowledged together with his contribution to the positive changes that have occurred throughout the past 5 years.

9.3 HRIS Budget

In response to a query it was confirmed that funds for the HRIS project were within the adopted 2024-25 budget.

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 26 September 2024** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. CLOSURE

The meeting closed at 8.50pm.

CONFIRMED 26 September 2024



CHAIRPERSON